

Mishap Investigation and Reporting

Purpose:

Mishap investigation is one of the fundamental tools to ensure a safe and healthful working environment for military and civilian personnel.

Mishap records and reports are required by Federal law and provide information to identify unsafe acts and conditions and to apply corrective or preventive measures to preclude recurrence.

General Information:

All supervisors of active duty Marines or civilian personnel and unit safety representatives (USR) are trained in the program requirements of mishap investigation and reporting via Ground Safety for Marines, Supervisor Safety Awareness and Refresher, USR Bi-Monthly Meetings, and as requested by individual commands/activities. (MCBO P5100.1 and OSHA 29 CFR 1904)

Additionally, supervisors and USRs are educated on the importance on properly reporting all mishaps to Base Safety and reportable mishaps in the Web-Enabled Safety System (WESS) on-line reporting data retrieval system. USRs are encouraged to become familiar with WESS and utilize the WESS worksheets from the [Naval Safety Center](#) website when collecting information for mishap reporting.

Contact Information:

For more information, please contact the Program Manager at (703) 784-5385.